



BIENNIAL INSPECTION OF TERMINALS (BIT) PROGRAM

General Information and Application Instructions

CHP 365G (Rev. 08-07) OPI 062

California Vehicle Code (VC) Section 34501.12 requires any person or organization directing the operation of certain trucks or trailers to participate in an inspection program conducted by the California Highway Patrol (CHP). The law requires the CHP to inspect California truck terminals every two years. This law is known as the Biennial Inspection of Terminals (or "BIT") program, and the inspections conducted by the CHP are commonly called "BIT inspections." It is the legal responsibility of every motor carrier who is subject to the BIT program to submit an application and appropriate fee to the CHP for inspection of each of the motor carrier's terminals.

Who is a "motor carrier" for purposes of the BIT Program?

A motor carrier subject to the BIT Program is the registered owner (with some exceptions) of any of the following vehicles, whether or not for hire:

- Any motortruck with three or more axles (including the steering axle) with a gross vehicle weight rating of more than 10,000 pounds.
- Truck tractors.
- Trailers or semitrailers used in combination with the vehicles listed above.
- Any truck, or combination of a truck and any other vehicle, transporting hazardous materials that require placards, a hazardous materials transportation license, or hazardous waste transporter registration, including pickups used for this purpose.
- Any motortruck with a gross vehicle weight rating of more than 10,000 pounds (excluding a pickup truck as defined in 471 VC), *while towing any trailer or semitrailer that results in a combination length over 40 feet (excluding trailer coaches, camp trailers, and utility trailers, as those terms are defined in the Vehicle Code).*

Exceptions:

- If the registered owner leases the vehicle to another person for a term greater than four months, *the lessee is the motor carrier.*
- If the registered owner operates the vehicle *exclusively* under the authority and direction of another person, that other person *may* assume the responsibilities as the motor carrier. If not so assumed in writing as specified in law, the registered owner is the motor carrier. Responsibility for Inspection and Maintenance Station (IMS) licensed terminals may not be assumed by others.
- The following vehicles are not subject to the BIT Program: historical vehicles as defined in Vehicle Code Section 5004, vehicles that display special identification plates in accordance with Vehicle Code Section 5011, implements of husbandry and farm vehicles as defined in Division 16 (commencing with Section 36000) of the Vehicle Code, and vehicles owned or operated by an agency of the federal government.

What is a "terminal" as defined in the BIT Program?

A terminal may be any place from which a vehicle described above is regularly garaged, maintained, operated or dispatched, including a dispatch office, cross-dock facility, maintenance shop, business, store, or private residence. For purposes of BIT inspections, "terminal" means the location or locations in California that are designated by a motor carrier, where vehicles subject to the BIT program may be inspected by the CHP and where vehicle maintenance records and drivers' records will be made available for inspection. A terminal inspection does *not* include inspection of any building or land, only vehicles and required records located there.

How does a person apply for a BIT inspection?

- All motor carriers in California are required by law to have a carrier identification number (CA number) from the CHP (VC 34507.5). If you or your company do not already have a CA number, contact Commercial Records Unit in Sacramento at (916) 375-2810 to apply for one. There is no charge for this number, but your BIT application, which does involve a fee, cannot be processed until you have a CA number to include on it.
- Complete an "Application for Truck Terminal Inspection-BIT Program," form CHP 365.

- **The fee for each terminal is identified below:**

Terminal fleet size
1
2
3 to 8
9 to 15

Required fee per terminal
\$270
\$375
\$510
\$615

Terminal fleet size
16 to 25
26 to 50
51 to 90
91 or more

Required fee per terminal
\$800
\$1,040
\$1,165
\$1,870

- **In addition to the fee contained above, the motor carrier shall submit an additional \$350 for each of their terminals not previously inspected under this program.**
- State and local government agencies are exempt from the inspection fees, but must apply for and undergo BIT inspections. Federal agencies are exempt from the BIT Program.
- BIT inspection fees are non-refundable, and must **not** be combined with fees for any other program, license, or type of inspection.
- Make all checks or money orders payable to California Highway Patrol. **Do not send cash.** Make a copy of your application and keep it for your records. It will assist you when it is time to renew your BIT inspection.

- Send the completed application along with a check or money order for the total amount of terminal inspection fees to:

**California Highway Patrol
Fiscal Management Section— BIT Program
P.O. Box 942902
Sacramento, CA 94298-2902**

Note: Failure to pay the fee within the required time-frame shall result in additional delinquent fees as follows:

- For a delinquency period of more than 30 days, the penalty is 60 percent of the required fee.
- For a delinquency period of one to two years, the penalty is 80 percent of the required fee.
- For a delinquency period of more than two years, the penalty is 160 percent of the required fee.
- For persons or companies regulated by or registered with the Department of Motor Vehicles (DMV) or the Public Utilities Commission (PUC), failure to submit the application and fees, or failure to submit to the required inspection, may jeopardize their Motor Carrier of Property permit or operating authority.

Important: The Vehicle Code requires motor carriers to pass their BIT inspections. Any inspected terminal that receives an unsatisfactory rating will be reinspected within 120 days. A terminal's first required reinspection will be without charge unless, in the judgment of the CHP, the motor carrier's operation presented an imminent danger to public safety, or the motor carrier was not in compliance with the requirement to enroll all drivers in the Pull Notice Program, or the motor carrier failed to provide all required records and vehicles for a consolidated inspection. In the event of a second and subsequent consecutive unsatisfactory rating, the motor carrier must submit a reinspection application and another full fee within 60 days of issuance of the unsatisfactory rating. Vehicle Code Section 34501.12(h).

Reference Information

- **Motor Carrier Safety Compliance Handbook.** The CHP publishes a handbook under this title, publication HPH 84.6, which is available for \$2.00 plus California sales tax at most CHP offices. The handbook contains information that may assist motor carriers in passing their BIT inspections.
- **California Vehicle Code.** The California Vehicle Code may be viewed on the internet through the DMV's website at: www.dmv.ca.gov.
- **California Motor Carrier Safety Regulations.** Title 13 of the California Code of Regulations contains the California Motor Carrier Safety Regulations and may be viewed on the internet through the Office of Administrative Law's website: www.oal.ca.gov
- **Department of Motor Vehicles (DMV) Employer Pull Notice Program.** Drivers, including volunteer drivers, who are required to have a Class A or Class B driver's license or a special certificate or endorsement are required to be enrolled in the DMV Employer Pull Notice Program, which provides automatic notification when a conviction, accident, or other action is posted to a driver's DMV record. Complete requirements are contained in Vehicle Code Section 1808.1. Employers and self-employed drivers not currently participating in the Employer Pull Notice Program must contact DMV for information and an application at the following address:

**Department of Motor Vehicles, Information Services
P.O. Box 944231
Sacramento, CA 94244-2310
(916) 657-6346**

Note: Owner/operators, as defined in Vehicle Code Section 34624, need not enroll in the Employer Pull Notice Program. Contact the DMV to verify your status as an owner/operator before determining whether or not your company meets this classification.

Note: Those who operate most types of trucks are now required by law to obtain a Motor Carrier Permit from the DMV. Failure to register can subject the commercial vehicle operator to penalties. Some exceptions to the law exist. Contact the DMV in Sacramento for more information, at (916) 657-8153.

For information or assistance, please contact your nearest CHP Motor Carrier Safety Unit.

Each of these eight offices is responsible for conducting the BIT Program in a specific district of the State. It is possible that the office nearest you is not the one responsible for your community. If not, you will be advised which other office is the one for your area.

Redding.....	2485 Sonoma Street, Redding, CA 96001	(916) 225-2098
Rancho Cordova.....	PO Box 2088, Rancho Cordova, CA 95741	(916) 464-2102
San Francisco Bay Area.....	1551 Benicia Road, Vallejo, CA 94591	(707) 648-4180
Fresno	4771 West Jacquelyn Avenue, Fresno, CA 93722.....	(559) 445-6992
Los Angeles.....	437 N. Vermont Avenue, Los Angeles, CA 90004	(323) 644-9557
San Diego/Orange County	9330 Farnham Street, San Diego, CA 92123.....	(858) 650-3655
San Luis Obispo	4115 Broad St., Suite B-10, San Luis Obispo, CA 93401	(805) 549-3261
San Bernardino	847 E. Brier Drive, San Bernardino, CA 92408	(909) 806-2414